

TREE PERMITS

Before trimming, removing or planting trees or shrubs in the right-of-way, the applicant must first obtain a permit for such work for health and safety purposes.

Under the provisions of a tree permit, the homeowner assumes responsibility for all damages which may result from the removal, trimming or planting of trees and/or shrubs.

APPLICATION PROCEDURE

To obtain a tree permit submit the following to the Construction/Road Right-of-Way counter.

**County of San Diego
Department of Public Works
Construction/Road
Right-of -Way Counter
5201 Ruffin Road, Suite D, M.S. O-336
San Diego, CA 92123-1666
(858) 694-3275
Fax (858) 279-7020**

- Location of trees or shrubs
- Type of trees or shrubs
- Plant, trim, or remove
- Justification for application

NO FEE

There is no fee for a Tree Permit. It takes **approximately two weeks** to process tree permits because a field review is usually required.



PLANTING

All plantings must be approved by the County for health and safety purposes. There is a **PLANTING MANUAL** of approved trees and shrubs for the area's climate zones available from the County at the Grading and Improvements counter.

The applicant is responsible for maintaining the trees or shrubs, including any necessary watering, pruning and trimming.

Applicant must trim or remove any plantings immediately upon request by the Department of Public Works when necessary for improvement grading, preservation of the roadway or sidewalk area, improvement of safety conditions, or if otherwise deemed advisable for the public's interest.

**FOR GENERAL INFORMATION ONLY.
NOT TO SUPERSEDE THE
APPROPRIATE ORDINANCE**

TRIMMING

For non-routine work, the Department of Public Works may require all work to be done by or under the supervision of a tree surgeon.

All work must conform to County regulations on tree and shrub trimming which are specified on the tree permit application form.



IMPORTANT NOTICE

**Section 4216/4217 of
the Government Code requires a
DigAlert Identification Number
be issued before a
"Permit to excavate" will be valid.
For your /DigAlert I.D. Number
Call Underground Service Alert
TOLL FREE 1-800-227-2600
Two working days before you dig.**



TREE PERMITS



**COUNTY OF SAN DIEGO
DEPARTMENT OF PUBLIC WORKS**

**COUNTY OF SAN DIEGO
DEPARTMENT OF PUBLIC WORKS
5201 RUFFIN ROAD, M.S. 0336
SAN DIEGO, CA 92123-1666**

PLEASE
AFFIX
POSTAGE

**APPLICATION TO PLANT, REMOVE OR TRIM SHRUBS OR TREES
IN COUNTY ROAD RIGHT OF WAY**

FOR COUNTY USE ONLY
CHARGE TO _____
DEPOSIT _____
FEE _____
TOTAL _____
PERMIT #TR _____

GOVERNED BY TITLE 7, DIVISION 1, CHAPTER 5
OF SAN DIEGO REGULATORY CODE OF ORDINANCES

COUNTY OF SAN DIEGO
DEPARTMENT OF PUBLIC WORKS
5201 RUFFIN ROAD, SUITE D, MS-O336
SAN DIEGO, CA 92123-1666

PHONE: (858) 694-3275 • FAX: (858) 279-7020

DATE _____

THOMAS BROTHERS			
YEAR	PAGE	COORD.	

Owner/Permittee _____ Telephone _____
*Last name**First*

Mailing Address _____
*Street**City**State**Zip code*

Location of work _____
*Street name and number**City*

☐ Plant ☐ Remove ☐ Trim

How many & what type: _____

Justification for application _____

Permittee understands and agrees to the following condition, appropriate portions of which shall become a part of the permit, if granted:

1. The Permittee and any other person engaged in the work authorized by this permit shall conform to all due safety precautions for the protection of persons and property and to any special requirements as may be imposed by the Department of Public Works.
2. Planting:
 - A. Any tree, shrub, or hedge to be planted shall be of a species approved by the Director of Parks and Recreations.
 - B. Permittee understands that it shall become the responsibility of the Permittee to maintain such plantings – such as watering, pruning, trimming, etc.–and understands that the County of San Diego shall not accept such responsibility.
 - C. Permittee agrees to trim or remove any plantings immediately upon being advised by the Director, Department of Public Works that such trimming or removal is necessary for improvement, grading, realignment, or preservation of the roadway or sidewalk area or for improvement of safety conditions along the roadway or if otherwise deemed advisable in the public interest.
 - D. Permittee shall further agree that any authorized utility agency shall have the right to trim any branches or roots which the agency may deem necessary for the safety or protection of their utility installations, either overhead or underground.
3. Planting or removal: Prior to excavating holes for planting or removal, it shall be the responsibility of the Permittee to call Underground Service Alert (1-800-422-4133) at least 2 days prior to planting or removal for the location of any underground utility installations and shall take all precautions requested by those agencies for the protection of such installations.
4. Trimming:
 - A. All work subject to the approval of the Director, Department of Public Works who may require that the work be done by or under the supervision of a competent tree surgeon.
 - B. Pruning shall in all instances be back to good strong lateral branches.
 - C. Finals cuts shall be at the shoulder of the crotch to insure even fast healing in all cuts above two inches in size.
 - D. All cuts shall be covered with an application of disinfectant paint.
 - E. All broken or weak branches in the section work shall be removed. All horns shall be removed.
5. All cutting shall be removed and premises left in a clean condition.

I hereby agree to provide the indemnification as required by Chapter 2 of Division 6 of Title 8 of the San Diego County Code. In consideration of the granting of this permit, it is further agreed by the permittee that the County of Sand Diego and any officer or employee thereof shall be saved harmless by the permittee from any liability or responsibility for any accident, loss or damage to persons or property, happening or occurring as the proximate result on any of the work undertaken under the terms of this permit or permits which may be granted in response thereto, and that all of said liabilities are hereby assumed by the permittee.

“I declare under penalty of perjury under the laws of the State of California that the statements made herein are true and correct.”

Signed _____ Date _____